



COUNTY OF PLACER CIVIL SERVICE COMMISSION

SEPTEMBER 13, 1999

CIVIL SERVICE COMMISSION

SYLVIA BESANA
RICHARD COSTIGAN, III, Chair
RON LE DOUX
WILLIAM STOCKWIN
JAMES WEBBER, Vice Chair

Nancy Nittler, Personnel Director
Carol Braun, Executive Secretary

MINUTES 6:30 P.M.

County Administrative Center, 175 Fulweiler Avenue, Auburn, CA 95603

6:10 PM ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with all Commissioner's present. Chairman Costigan presiding.

CLOSED SESSION:

6:15 PM Review of Recommended Merit Increases

OPEN SESSION

6:30 PM

- I. **CLOSED SESSION REPORT:** Chairman Costigan announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by Stockwin and seconded by Webber that the merit increases be approved as recommended by the departments. Motion carried unanimously.
- II. **AGENDA APPROVAL:** It was moved by LeDoux and seconded by Stockwin to approve the agenda. Motion carried unanimously.
- III. **MINUTES OF PREVIOUS MEETING:** Moved by LeDoux and seconded by Besana that the minutes of August 9, 1999, be approved. Motion carried unanimously.
- IV. **PUBLIC COMMENTS:** None

V. OLD BUSINESS

VI. NEW BUSINESS

A. Movement of Position from Classified to Unclassified Service.

It was moved by Besana and seconded by Stockwin to approve the placement of the Deputy Agriculture Commissioner/Sealer classification into the unclassified service. Motion carried unanimously.

B. Rule Revision – Chapter 14, Section 14.370

It was moved by Webber and seconded by LeDoux to approve the revision to Chapter 14, Section 14.370 – Salary Protection Plan. The revision would allow management and confidential employees to integrate sick leave hours with salary protection benefits without the requirement of exhausting sick leave hours for eligibility. Additionally, the rule revision includes a 20 day waiting period. Motion carried unanimously.

C. Reclassification Request

1. Administrative Services

It was moved by Stockwin and seconded by Besana to reclassify the Data Processing Operations Supervisor position, range 46.5 to Technical Services Supervisor, range 50.0 and to delete the classification of Data Processing Operations Supervisor. Motion carried unanimously.

2. Planning

It was moved by LeDoux and seconded by Webber to approve the new classification specification of Principal Planner, range 48.5 and to reclassify two Senior Planner positions, range 46.5 to Principal Planner, range 48.5. Motion carried unanimously.

D. Classification Specification Revision

1. Administrative Services

It was moved by Besana and seconded by LeDoux to approve revisions to the classification specification for Telecommunications Technician I/II. Motion carried unanimously.

E. Work Out of Class

It was moved by Stockwin and seconded by Besana to approve the work out of class extensions as listed in the staff memo. Motion carried unanimously.

VII. LEAVES OF ABSENCE: As an information item only, the Commission was advised of the leaves approved by Nancy Nittler, Personnel Director.

VIII. COMMUNICATIONS


A. Provisional Appointments - None


B. Staff Reports and Correspondence

As information only, Personnel Director Nancy Nittler distributed office workload statistics.

IX. ADJOURNMENT: There being nothing further to come before the Commission the meeting was adjourned. The next regular meeting will be held at 6:30 PM, on Monday, October 18, 1999, at 175 Fulweiler Avenue, Auburn, CA.

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RICHARD COSTIGAN, III
CHAIRMAN

CAROL BRAUN
EXECUTIVE SECRETARY